



REQUEST FOR General PERMIT

Visit our Web site: <http://www.austintexas.gov/departments/contractor-and-trade-permits>

(FAX 512-974-1226 Permit Request Only)

Questions regarding fax, please contact Permit Center @ 512-978-4000

In order to process the request 24-hours is required.

NOTE: If the building permit has not been issued on this project, we will not issue the trade permit. Contact your General Contractor.

***** City Code Chapter 25-12, Article 13: A permit expires on the 181st day if the project has not scheduled nor received an inspection. A "Cancelled" and/or "Failed/No Work Performed" inspection result does not extend the expiration date *****

****** Please fill out entire form completely or it will be delayed ******

Name of General Contractor: _____
Email address for General Contractor: _____
Name of Authorized Agent: _____
If not local, provide area code: Office # () _____
Fax # () _____ Mobile # () _____

Please check one: Residential Usage is single family or duplex structures. Commercial Usage is triplex & above

_____ Commercial & or _____ Residential. Is this project _____ inside the City of Austin or _____ outside the City of Austin?

Address of Job with Suite and or Suffix #: _____

Building Permit #: _____

Explain in detail the description of work: _____

_____ New/Addition work Total Square Footage of proposed new construction _____ sq. ft.

_____ Remodel & or Finish-out Work Total valuation of proposed remodel or finish-out work \$ _____

Pay for a _____ re-inspection, _____ Investigation or _____ after hours? Please provide permit number & address. (Be specific if you are paying for all or only one (1) type (i.e.: building, electric, etc). *You may pay using web site if you have registered on line.*

NOTE: *I attest that the above information submitted is correct. I understand it is my responsibility as the permit holder to keep my permits active as noted in the header above. If I allow the permit to expire I will be required to purchase a new permit & pay new fees.*

ADDITIONAL COMMENTS:

Signature of Agent: _____